

6 March 1974

MEMORANDUM FOR: Acting Chief, Plans, Programs Branch
THROUGH : Chief, Plans, Programs and
Administration Division
SUBJECT : Personnel Branch Submission for Office of
Security Monthly Report - February 1974

Personnel Branch

1. The Personnel Branch began using a new computer system designed by the DC/PP&AD in cooperation with ISSG to provide increased Career Service information on individual careerists and positions. Previous to this system, most Branch statistical reports on Career Service strength and positions were ~~mechanically~~ *manually* produced, and it is believed this new approach will provide more information within a shorter time frame while saving the Branch substantial man-hours.

2. During most of February, the Personnel Branch operated with one less Personnel Officer due to the extended illness of one staff officer and the reassignment of another without immediate replacement.

3. The Personnel Branch arranged ^{WERE ARRANGED} briefings for the Professional Criteria Committee by representatives of the Psychological Services Staff (PSS). ~~Since this committee is charged with recommending professional selection criteria, it was felt that PSS could assist in such deliberations by providing information on their capabilities in the area of testing and assessment of professional candidates.~~ *the PSS staff*

STATINTL

Chief, Personnel Branch/PP&AD

Arrangements were made to have the Psychological Services Staff /PMS brief the Office of Security's Professional Criteria Committee.

ADMINISTRATIVE INTERNAL USE ONLY

6 March 1974

MEMORANDUM FOR: Acting Chief, Plans, Programs Branch
THROUGH : Chief, Plans, Programs and
Administration Division
SUBJECT : Personnel Branch Submission for Office of
Security Monthly Report - February 1974

1. The Personnel Branch began using a new computer system designed by the DC/PP&AD in cooperation with ISSG to provide increased Career Service information on individual careerists and positions. Previous to this system, most Branch statistical reports on Career Service strength and positions were mechanically produced and it is believed this new approach will provide more information within a shorter time frame while saving the Branch substantial man-hours.

2. During most of February, the Personnel Branch operated with one less Personnel Officer due to the extended illness of one staff officer and the reassignment of another without immediate replacement.

3. The Personnel Branch arranged briefings for the Professional Criteria Committee by representatives of the Psychological Services Staff (PSS). Since this committee is charged with recommending professional selection criteria, it was felt that PSS could assist in such deliberations by providing information on their capabilities in the area of testing and assessment of professional candidates.

STATINTL


Chief, Personnel Branch/PP&AD

ADMINISTRATIVE INTERNAL USE ONLY

☐ UNCLASSIFIED☒ INTERNAL USE ONLY☐ CONFIDENTIAL☐ SECRET

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM:

Chief, Personnel Br/PP&AD
4E-63, HQS

EXTENSION

NO.

5643

DATE

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

RECEIVED

FORWARDED

1. Chief, PP&AD
4E-69, HQS

7 MAR 1974

2.

3. AC/PPB/PP&AD
4E-58, HQS

4.

5.

6.

7.

8.

9.

10.

11.

12.

13.

14.

15.